

**State Emergency Response Commission (SERC)**  
**Planning & Training Committee Meeting**  
**Meeting Minutes for February 15, 2018**  
**Prepared on February 20, 2018**

The SERC Planning & Training Committee meeting was held on February 15, 2018 at the DEMA State EOC.

*Minutes for the meeting are as follows:*

Attendees: AJ Schall (DEMA), Chris Murtha (DEMA), Mark Dolan (DNREC), David Irwin (New Castle County LEPC), Charles Stevenson (Sussex County LEPC), Robert Newnam (DSFS), Patty Smenkowski (DEMA), George Giles (City of Wilmington LEPC), Dwayne Daye (DelDOT), Betty Decker (DPH), Will Hayes (DEMA), Patty Smenkowski (DEMA)

A quorum was established.

Planning and Training Committee Chair AJ Schall called the meeting to order at 9:02.

**Old Business:**

**Approval of November 16, 2017 Planning & Training Sub-Committee Meeting**

Mr. Giles motioned to approve the minutes of the last Planning & Training Sub-Committee Meeting on November 16, 2017. Mr. Irwin seconded the motion. All approved.

**HMEP Grant - Will Hayes reported for Avery Dalton, who was away on Military Leave.**

Mr. Hayes briefed, Delaware was awarded \$106,804.00 for FY18. One invoice for the DSFS, first quarter has been submitted and is being processed.

Avery emailed out HMEP Quarterly reports on January 26<sup>th</sup> and February 5<sup>th</sup> for each sub-recipient. This reporting for each quarter of the HMEP grant year.

**11<sup>th</sup> Hazmat Training Workshop Report – Mr. Irwin**

Mr. Irwin briefed, the 11<sup>th</sup> Annual Hazmat workshop will be on May 7 & 8 at the Delaware State Fire School. We have gotten all the information from the presenters and are having our committee meeting this afternoon. If we get a quorum this afternoon and everyone approves the programs we will send it out tomorrow. Mill Creek has done a fine job on getting us sponsors. Everything is on schedule. Director Schall announced that Secretary Coupe will be out of town and he will be filling in at the workshop in his absence.

## **New Business:**

### **Approval of the SERC Committee Agenda**

Mr. Hayes asked if everyone has reviewed the agenda for the SERC quarterly meeting will be held on March 7, 2018. He stated, Chesapeake is scheduled to demonstrate their natural gas systems training trailer. A bay has been reserved for us at the Fire School. Also, the budget is scheduled to be discussed and approved.

Mr. Giles made motion to accept the agenda as submitted and written for the March 7, 2018, SERC Committee Meeting. Mr. Dolan seconded the motion. All approved.

### **SERT Plan – Tabletop Exercise September 2018**

MR. Hayes briefed, there will be a tabletop exercise to test the recent SERT Plan revisions will be completed in September. Approximately, \$16,000.00 was carried over from the previous HMEP grant year. This funding was combined with other grant funds to complete the radiological transportation exercise.

Mr. Giles made motion to approve the tabletop exercise in September, exact date to be determined. Mr. Newnam seconded. All approved.

### **Future dates for Wilmington – Mr. Giles**

Mr. Giles briefed, DuPont is planning a tabletop exercise on chlorine tank car leak. New Castle and Wilmington will be involved in the exercise.

Wilmington Hospital on March 15<sup>th</sup> is having an Ebola event. It will be a full scale exercise. It will be a training exercise for emergency responders to protect themselves.

## **Motion to Adjourn:**

Mr. Newnam made motion to adjourn. Mr. Giles seconded the motion. All approved.

## **Meeting Minutes:**

Minutes were taken by Ms. Patty Smenkowski, and transcribed to this document by Mr. Avery Dalton, SERC Executive Director, on February 19, 2018.

Draft minutes were posted to the State Public Calendar on February 20, 2018.

Minutes approved by Director AJ Schall, Chair for the SERC Planning and Training Committee.

Signed: \_\_\_\_\_  
AJ Schall, Chair for the SERC Planning and Training Committee